



Department of Defense **DIRECTIVE**

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NUMBER 1235.13

ASD(RA)

SUBJECT: Management of the Individual Ready Reserve (IRR) and the Inactive National Guard (ING)

- References: (a) Title 10, United States Code, "Armed Forces"
(b) Title 32, United States Code, "National Guard"
(c) DoD Instruction 1215.19, "Uniform Reserve, Training and Retirement Category Administration," March 14, 1997
(d) DoD Instruction 1235.14, "Administration and Management of the Individual Ready Reserve (IRR) and the Inactive National Guard (ING)," October 31, 1997
(e) DoD Directive 1200.7, "Screening the Ready Reserve," April 6, 1984
(f) DoD Instruction 1215.18, "Reserve Component Member Participation Requirements," January 11, 1996

A. PURPOSE

This Directive, under references (a) and (b), establishes policy and assigns responsibilities for the management of the **IRR** and **ING** programs.

B. APPLICABILITY

This Directive applies to the Office of the Secretary of Defense and the Military Departments (including the Coast Guard when it is not operating as a Military Service in the Department of the Navy by agreement with the Department of Transportation). The term "Military Departments," as used herein, refers to the Departments of the Army, the Navy, and the Air Force. The term "Secretary concerned" refers to the respective Secretaries of the Military Departments and the Secretary of Transportation for the Coast Guard when it is not operating as a Service in the Department of the Navy. The term "Military Services" refers to the Army, the Navy, the Air Force, the Marine Corps, and the Coast Guard.

C. DEFINITIONS

Terms used in this Directive, except the following, are defined in reference (c).

1. Inactive National Guard (ING). Personnel of the National Guard who are in an inactive status in the Ready Reserve, not in the Selected Reserve, and attached to a specific National Guard unit. They do not participate in training activities. On partial or full mobilization, but not a call-up under section 12304 of reference (a), they mobilize with their unit of assignment. (Currently the Air National Guard of the United States does not have an ING program.)

2. Individual Ready Reserve (IRR). A manpower pool principally consisting of individuals who have had training and have previously served in the active forces or in the Selected Reserve. The **IRR** consists of obligors who must fulfill their Military Service Obligation (**MSO**) under 10 U.S.C. 651 (reference (a)), and those who have fulfilled their **MSO** and who voluntarily remain in the **IRR**. **IRR** members are subject to involuntary active duty (**AD**) or training and fulfillment of mobilization requirements, in accordance with (**IAW**) Sections 12301 (a) and 12302 of reference (a). Additionally, the **IRR** also includes some personnel who are participating in officer training programs or in the Armed Forces Health Professions Financial Assistance Programs.

3. Military Service Obligation (MSO). The total required service, as prescribed by Section 651 of reference (a), that each person who becomes a member of an Armed Force shall serve in an Armed Force unless discharged under regulations prescribed by the Secretary of Defense and the Secretary concerned.

D. POLICY

It is DoD policy, under reference (a) and 32 U.S.C. (reference (b)), that:

1. All members of the Ready Reserve serving in the Army Reserve, the Naval Reserve, the Marine Corps Reserve, the Air Force Reserve, or the Coast Guard Reserve who are not members of a Selected Reserve unit, or assigned to an individual mobilization **augmentee** billet, or performing Active Guard or Reserve duty, or are on extended **AD**, shall be placed in the **IRR**.

2. The Secretary of the Army and the **Secretary** of the Air Force may prescribe regulations to allow transfer of enlisted members of the Army National Guard of the United States (**ARNGUS**) and the Air National Guard of the United States (**ANGUS**) between active and inactive status within the **ARNGUS** or **ANGUS**, as the case may be, **IAW** Section 303 of reference (b). When authorized by the **Secretary** concerned, transfer to the **ING** by members of the **ARNGUS** and the **ANGUS** is limited to those **personnel** who are temporarily unable to meet the training requirements of the **ARNGUS** and the **ANGUS**, and who are expected to return to an active status in the National Guard of the United States.

a. Personnel of the **ING** shall mobilize with their units if the units are ordered to **AD** **JAW** Section 12301(a) or 12302 of reference (a) or other provisions of law, but are not subject to **call-up** under Section 12304 of reference (a).

b. Personnel of the **ING** are attached to a specific **ARNGUS** or **ANGUS** unit but do not participate in regular training activities. Personnel of the **ING** may not train for points or pay and are not eligible for promotion.

c. **Personnel** of the **ING** maybe ordered without their consent to muster with their assigned unit once each year to maintain their **ING** status and unit affiliation. As provided in DoD Instruction 1215.19 (reference (c)), this muster shall meet the continuous screening

requirement of 10 U.S.C. 12319 (reference (a)), shall be treated as the equivalent of inactive duty training for pay, and shall include a minimum of two hours at the muster site.

3. All qualified persons who meet the criteria in DoD Instruction 1235.14 (reference (d)) shall be retained as members of the IRR.

4. All Ready Reservists shall be retained for the entire period of their MSO or voluntary agreement as prescribed in reference (d), unless discharged under regulations prescribed by the Secretary of Defense or the Secretary concerned.

5. No Ready Reservist, including personnel in the IRR and the **ING**, shall occupy Federal civilian positions **designated** as key positions IAW DoD Directive 1200.7 (reference (e)). All Ready Reservists, to include personnel in the **IRR** and **ING**, designated as key employees by their Federal employers are required to notify their Military Service of their status within 30 days of such designation IAW DoD Instruction 1215.18 (reference (f)).

6. All **IRR** and **ING** members shall inform their employers of their Reserve military obligation to include the requirement to attend annual **IRR** or **ING** muster duty, when so directed to perform that duty. As provided in reference (e), members of the IRR or the **ING** shall not be deferred, delayed, or exempted from order to AD because of their civilian occupation.

7. All trained members of the **IRR** and **ING** are subject to AD as members of the Ready Reserve and shall be considered immediately available when ordered to AD under Section 12301 (a) or 12302 of reference (a), or other applicable provisions of law authorizing the order of the Ready Reserve to AD or into Federal service.

8. IRR members may train or perform duty IAW reference (d).

9. The Military Services shall establish procedures to continuously screen the **IRR** IAW Sections 10149, 10204, 10205, 10206, and 12319 of reference (a).

10. The Military Services shall **identify** by grade and skill qualification those categories of members of the IRR who are most likely to be needed at various levels of contingency operations or mobilization. The IRR shall be managed using that stratification as the means for prioritization of training and for determining IRR screening requirements and resources.

11. Members of the **IRR** shall be identified for service with units of the Active or Reserve forces, to the extent necessary to facilitate enhancement of refresher training, rapid deployment, and effective utilization in a war or national emergency.

12. IAW 32 U.S.C 10205(a) (reference (b)), each member of the Ready Reserve shall notify the Secretary concerned of any change in the member's address, marital status, number of dependents, or civilian employment, and of any change in the member's physical condition; e.g., significant illness or injury that would prevent the member from meeting the physical or mental standards prescribed for the member's Armed Force.

13. Members of the IRR who have a remaining MSO and who fail to meet the requirement to maintain current personnel data may be ordered to AD, as deemed appropriate by the Secretary concerned, **IAW** 10 U.S.C. 12303 (reference (a)). Members of the IRR without a remaining MSO who fail to meet those requirements maybe processed for discharge unless they are eligible for, and apply for transfer to, the Retired Reserve due to having completed the Service requirement for retired pay under Chapter 1223 of reference (a). Exceptions to that policy may be granted on a case-by-case basis by the Secretary concerned.

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14. Each member of the IRR and ~~the~~ ING shall be examined for physical fitness at least once every five years, or more often as the Secretary concerned may consider necessary, and shall execute and submit an annual certificate of physical condition, as required by Section 10206 of reference (a).

15. Each Service will manage the Voluntary Separation Incentive, Special Separation Benefit, and Separation Pay Programs, provided for in Sections 1174, 1174a and 1175 of reference (a), IAW guidelines established in DoD Instruction 1235.14 (reference (d)).

16. Service members separating **from** AD or the Selected Reserve and transferred to the **IRR** or **ING** shall be counseled on their continued military status and their obligations while in the IRR or **ING**.

17. Individual Reservists who are qualified for retirement under Chapter 1223 of reference (a), except for having reached sixty years of age, are required to attain fifty points each anniversary year to be retained in the Ready Reserve, including the IRR, or the active status list of the Standby Reserve. Waiver of that requirement on a one-time basis maybe made by the Secretary concerned or, in the case of members possessing critical wartime skills, by a waiver granted by the Assistant Secretary of Defense for Reserve Affairs.

E. RESPONSIBILITIES

1. The Assistant Secretary of Defense for Reserve Affairs, under the Under Secretary of Defense for Personnel and Readiness, shall:

a. Provide overall policy guidance for the management of the **IRR** and the **ING**.

b. Process requests from the Military Departments for exceptions to policies established in this Directive.

2. The Secretaries of the Military Departments and the Commandant of the Coast Guard shall:

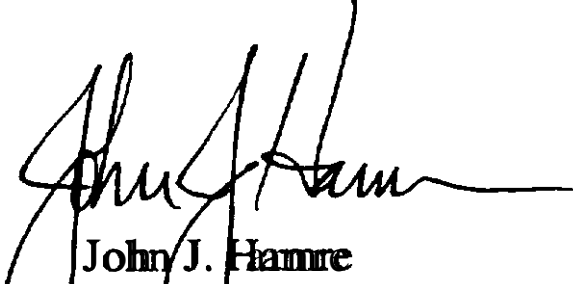
a. Ensure compliance with this Directive.

b. Ensure that there are sufficient numbers of trained members who possess the specific military qualifications required to be available immediately to meet Service requirements.

- c. Prepare plans and develop procedures for mobilization of the IRR and the ING.
- d. Continuously screen Ready Reserve members. IAW this Directive. 10 U.S.C. 10149 (reference (a)), DoD Directive 1200.7 (reference (e)), and DoD Instruction 1235.14 (reference (d)).
- e. Determine appropriate refresher training requirements for IRR members.
- f. Ensure that, on transfer to the IRR or ING, members understand their obligations for satisfactory participation in the screening program.
- g. Notify all IRR members, when they are ordered to participate in IRR screening through muster duty or by mail (sent a questionnaire), of possible sanctions IAW DoD Instruction 1215.18 (reference (f)) for failure to report or respond.
- h. Ensure that sufficient resources are programmed for the Ready Reserve screening program.
- i. Ensure that all members of the Ready Reserve who have completed the initial entry training required by their Service are issued the DD Form 2 (Reserve) "Armed Forces of the United States Identification Card."
- j. Ensure orientation of IRR and ING members and their families in the event of mobilization so that the Service members understand the amount of pay they may be entitled to, and when and where such payments will be delivered. These orientations should be accomplished in advance of, or during, mobilization processing to ensure timely pay actions occur. Orientations should also include the process to initiate when there is a perceived problem with pay, and what resources and services are available to the family members of mobilized Reserve members.

F. EFFECTIVE DATE

This Directive is effective immediately.


John J. Hamre
Deputy Secretary of Defense